

SUMMARY: MARCH 5TH MEETING

We had a meeting full of items on March 5th. We only have one item that will be coming back to us next time as an action item (6.5), although we may have a second (related to Item 6.3, Basic Needs Services). I'll be sure to inform you if that's the case.

For the Slideshow from our last meeting, [click here](#).

DISCUSSION ITEMS:

6.5. Seeking Faculty Endorsement for the Miramar Foundation to Support the 2024 Bond

Monica Demcho explained that Board Trustee Rhinerson is currently looking to raise campaign funds centered around a bond in the upcoming November ballot. The board is trying to raise one million dollars for the campaign towards the \$3.5 billion bond. As such, Rhinerson is asking the Miramar Foundation for \$10k to go towards that \$1M. The next foundation meeting is on April 3rd, and Monica (who is 1 vote out of 11) is wanting to make sure she represents us at the vote. So, she will present this as an Action Item in our next meeting. The bond in question will partially go towards funding the Facilities Master Plan for Miramar that was developed not long ago. That plan includes the following items for Miramar:

- Aviation Technology and Training Facility,
- Multiple building renovations to improve classroom space, energy efficiency, and safety
- New Child Development Center
- New Students Center/Language Arts Complex and Performing Arts Building
- New Student Support Center
- New Welcome Center

In our meeting, there was discussion about what is in [Miramar's Draft Facilities Master Plan](#) (dated 02/15/22). But just to be clear, the item we are considering is whether or not Monica will vote in favor of the Miramar Foundation giving \$10k to go towards the campaign for the bond.

OTHER ITEMS:

Just a reminder that our next meeting is April 2nd. Because of Spring Break, there is not a 2nd meeting for Academic Senate in March.

As always, the Minutes from our meeting follow this summary.

Draft Minutes – Miramar College Academic Senate

3:30-5:00pm **Mar 05, 2024** Location: M-110 and Zoom

(*See [agenda](#) for remote locations)

[Associated Documents](#)

[Meeting Slide Show](#)

Senators Present: Pablo Martin, Carmen Carrasquillo, Josh Alley, Monica Demcho, Theron Page, Darren Hall, Kevin Petti, Adrian Arancibia, Alex Sanchez, Ali Gonzalez, Anne Gloag, Dan Smith, David Halttunen, David Mehlhoff, Dawn DiMarzo, Gene Choe, Jae Calanog, Kandice Brandt, Leslie Marovich, Mardi Parelman, Mary Kjartanson, Nick Aramovich, Olivia Flores, Otto Dobre, Patti Manley, Rodrigo Gomez, Stefanie Johnson-Shipman, Wahid Hamidy, Desi Klaar, Erin Smith, Kristen Everhart, Najah Abdelkader, Natalie Bickett, Valerie Chau

Absent: Becky Stephens, Channing Booth (proxy: J. Alley), Cyndie Gilley, Donnie Tran, Heather Paulson (proxy: R. Gomez), Kevin Gallagher, Kristen Bonwell (proxy: N. Abdelkader), Lisa Brewster (proxy: P. Martin)

Other Attendees: Brett Bell, Jen Peña, Kevin Gallagher, Heather Paulson, Lisa Muñoz, Marcella Osuna, Juli Bartolomei

1. **Call to Order**

– The meeting was called to order at 3:35pm.

2. **Approval of Agenda and Consent Calendar**

2.1. [DRAFT Meeting minutes from 2/20/23](#)

– The agenda and Consent Calendar were approved with no objections after moving items 6.1 and 6.4 to directly follow Public Comments. [Demcho]

3. **Land Acknowledgment**

4. **Public Comments**

5. **Action Items (*this includes second reads*)**

5.1. Requesting Approval for Funds to Send A.S. President to Present at the APAHE Conference; April 4-5, 2024 – Pablo Martin

– Requesting \$400-1200, depending on whether or not Martin gets an ASCCC scholarship.

– Motion to approve *up to* \$1200 passed with no objections. [Manley]

5.2. Minor Modification to Correct Elections Oversight in the A.S. Bylaws – Pablo Martin

– Need to add President to the list of officers being elected and edit wording to specify that terms will be two years, as approved in Spring 2023.

– Motion to approve the revised wording to Article IV, Section 1 of the A.S. Bylaws passed with no objections. [Carrasquillo]

5.3. Clarifying the Organizational Placement of the Adjunct Faculty Committee – Pablo Martin

– Is the Adjunct Success, Retention, and Equity Committee a Committee of the A.S. or a Standing Committee of the A.S.?

– The charge and responsibilities of the committee were presented.

– The language from the A.S. Constitution describing standing committees and the lists of current A.S. Committees and A.S. Standing Committees were presented.

– Everhart understood the previous vote to mean that the committee would be an A.S. Committee, but there was some confusion among the body and Exec, which is why it is back for clarification.

– Motion to support formation as a committee of the A.S. passed with no objections. [Carrasquillo]

6. **Discussion Items (*this includes first calls and first reads*)**

6.1. Miramar Budget Process, Part 2 – VPA Brett Bell

- Bell explained the processes for Spring and Fall reallocation of discretionary budgets. For Spring, Bell's office sends the form to the divisional VPs, they then send those to the Deans, who consult with Department Chairs. The form is then sent back to Bell's office for the development of the tentative budget. The discretionary budget is rolled over in Spring, with the opportunity to reallocate existing budgets. In Fall, if there are new resources, people can submit requests to increase their budgets.
- The policy and procedure of budget development is discussed with constituency groups, but the actual allocations do not go through constituency review.
- Miramar's budget is 95% compensation and 5% other (ISA, Faculty Travel, DSPS, Apprenticeship, Discretionary, Reserves & Encumbrances). The District's budget covers utilities, technology service contracts, maintenance, rents, leases, etc.
- Budget allocation is based on FTES targets, but each college's final budget is also informed by the costs of their contract positions.
- Send questions to [Martin](#).

6.2. Report and Discussion on AB 367: The Menstrual Equity for All Act – GAIA Workgroup

- Effective January 1, 2022, community college districts shall stock an adequate supply of menstrual products, available and accessible, free of cost, at no fewer than one designated and accessible central location on each campus.
- A location's accessibility shall be determined by considering all of, but not limited to, the following factors:
 - a. Hours of operation, relative to hours that students are on campus;
 - b. Proximity to high-traffic areas on campus;
 - c. Accessibility by students of all genders and regardless of physical ability;
 - d. Privacy, including whether accessing products would require interaction with staff or other students; and
 - e. Safety
- Locations may include student centers, libraries, wellness or health centers, pantries, and study rooms.
- A notice must be posted in a prominent and conspicuous location in all women's restrooms, all-gender restrooms, and in at least one men's restroom regarding the requirements of this Act.
- Intent of [AB 367](#): "[To] provide for the health, dignity, and safety of menstruating students at every socioeconomic level, normalize menstruation among all genders, and foster gender competency in California schools."
- The "why" of the law and recommendations were shared (see [slideshow](#) for details). GAIA recommends a stronger implementation than basic law requirements and efforts to destigmatize menstruation. GAIA did make recommendations to College Council, and there has since been action taken on this item.
- Motion to add one minute approved with no objection. [Gonzalez]
- Request made for wipes or paper towels in restrooms. Carrasquillo will take that to College Council.

6.3. Basic Needs Services – Monica Demcho

- EOPS has raised some concerns regarding the eligibility and flexibility around criteria for students to access basic needs and the food pantry, as well as concerns with approval of the Basic Needs Emergency Grant Committee.
- [Jet Fuel Resource Center \(Basic Needs\)](#)
- Some students are being denied food and other aid after referral from counselors. One reason for denial was not having classes that had started yet on Miramar's campus.

- When EOPS counselors discussed the issue (including the fact that there are no counseling faculty on the committee that approves grants for this) with the powers-that-be, they felt that there did not seem to be an interest in changing the process.
 - Demcho checked with Mesa College, and there are no eligibility requirements like there are at Miramar.
 - Parelman pointed out that the original task force did not have these requirements and they are intentional changes that go against what is required of a basic resource center. That original task force/advisory board has not been reconvened since the pandemic.
 - Motion to add 1 minute approved with no objection. [Kjartanson]
 - Send thoughts and ideas to [Demcho](#) or [Gonzalez](#).
 - Recommendation will be to restart task force meetings and add faculty to the task force.
 - This could come back to a future meeting as an Action Item.
- 6.4. Reengagement/Retention Efforts from Enrollment Services – Jen Peña, Acting Student Support Services Officer
- Background: After the pandemic, Enrollment Services noticed a lot of students completely dropped (about 7,000). They put together a team with HEERF funding dedicated to helping those students return to school. This led to questions on how to support the students that came back. This is funded through the block grant, but the idea is for this to eventually be institutionalized.
 - Promise Program is the focus group. Emphasis is on enhancing retention and student success by looking at the student demographics and making programming that fits their needs. Who are we serving? Who are we failing?
 - Based on data collection from progress reports, the focus is on building a sense of belonging and sense of connection.
 - Personal connection is important to the project. A more collaborative effort is needed so there is no “fall off.”
 - Recommendation made to connect with [Marcella Osuna](#) at EOPS.
 - Suggestion made to work with Daniel Miramontez and Xi Zhang on questions for student reports. Peña stated that has already been happening.
- 6.5. Seeking Faculty Endorsement for the Miramar Foundation to Support the 2024 Bond – Monica Demcho
- Trustee Rhinerson is asking for a \$10K donation from the Miramar Foundation for a campaign for a bond on the November ballot. They are trying to get a \$3.5 billion bond approved. To do so, he is trying to raise \$1 million for the campaign.
 - Asks are based on [Miramar’s Draft Facilities Master Plan](#) (dated 02/15/22). Specifically for Miramar: Aviation Technology and Training Facility, multiple building renovations, a new Child Development Center, a new Student Center/Language Arts Complex and Performing Arts Building.
 - SDCCD Foundation is supporting with \$100K, and he is asking the various college foundations to provide additional support.
 - Demcho is one vote of eleven and wants to make sure she votes appropriately.
 - Discussion ensued regarding the Strategic Master Plan.
 - This will come back to the next meeting as an Action Item.

7. Reports

7.1. Committee Reports

7.1.1. Standing: Technology Committee – Lisa Muñoz

- Adobe Express Premium: some faculty have access to this subscription via District access, but there is confusion about how Adobe is licensed, who can access it, and the request process. Muñoz is also looking into other subscriptions that the District may already provide to us—the current list seems incomplete or outdated.

- Alma Library (Checkout) System: Kurt Hill and Muñoz are discussing the possible implementation of the Alma checkout system for laptops, tablets, and other technology housed around campus.
- Microsoft 365 Inquiries and Professional Development: Based on responses to Muñoz’s email on the DL, she created a compilation of questions and feedback, which she sent to Kurt for input and is awaiting a response.
- District Technology Focus Group: Muñoz summarized the topics discussed at this meeting. Materials are forthcoming.
- Ongoing Tech Issues in H-Building Classrooms: Tech issues are still happening—impacted faculty members are feeling unheard and that the issues are going too long unresolved. This has impacted class instruction.
- Share technology concerns with [Muñoz](#) or [Martin](#).

7.2. Special Reports

7.3. Executive Committee Reports

7.3.1. President – Pablo Martin (State, District, Campus, and Senate Issues)

- See the [A.S. Resource Document for 03/05/24](#).
- The A.S. Office has moved to L-215D.
- Elections for A.S. Executive Officers for the Fall 2024 through Spring 2026 term will take place at the end of April. Nominations will open at our next Senate meeting.
- SDCCD is partnering with the YMCA of San Diego County’s Family Support Services Department to assist families with their childcare needs. The YMCA has created a [survey](#) to gather anonymous data to help us research what offerings would be of interest to our community.
- FYI: Nancy Lane, Acting Vice Chancellor of Finance for the SDCCD, reiterated that unused Block Grant funds may be at risk of being taken back by the State, so the Colleges have been encouraged to spend approved funds ASAP.
- Please see Denise Kapitzke’s 3/4/24 email, “YEAREND-2024,” to which she attached the Miramar College Business Office’s annual memo detailing the 2023-24 fiscal year deadlines. Please take special note of the following Requisition Deadlines: GF (General Fund) – April 5, 2024; GFR (Restricted Funds) – May 3, 2024.
- Seeking faculty input for the 2024-25 College Theme. The College is likely to continue the theme from 2023-24, “Cultivating Community: Making the Invisible Visible” into 2024-25. Share feedback or input with [Martin](#) or another A.S. Exec officer.
- With so many hiring committees seeking members, you may want to attend the next EEO Training, taking place March 18th from 8:30am to 12:30pm via Zoom. Contact [Edwin Hiel](#) to register. (EEO Trainings expire every three years.)
- The revised and updated CurriQunet Meta has been released. Training for CurriQunet Meta will take place on Fridays starting March 1st: <https://sdccd-edu.zoom.us/j/89345223862>.

7.3.2. Vice President – Carmen Carrasquillo

- No report.

7.3.3. Secretary – Josh Alley

- No report.

7.3.4. Treasurer – Monica Demcho

- The current balance is \$1033.47.

7.3.5. Contract Member-at-Large – Heather Paulson

- Presentation on Queer Women Writers for Women’s History Month on March 19th from 2-3pm in H210.
- AFT Union general meeting is Thursday from 3-5pm at Mesa.

7.3.6. Part-Time Member-at-Large – Theron Page

- No report.

7.3.7. Chair of Chairs – Kevin Petti

– No report.

7.3.8. Curriculum Chair – Darren Hall

- Curriculum Committee plans to present proposed changes to the Academic Policies and Procedures. This will come to the A.S. as a Discussion and then Action Item at upcoming meetings.
- Based on restorative justice practices, the Chancellor’s Office is suggesting better terminology. For example, the term “disqualified” will be replaced with “dismissal.”
- The academic probation process has some proposed changes as well. To come out of it, there is a step for counselors to intervene.
- Looking at changing the term “probation.” That is also part of a larger conversation at the Chancellor’s Office and at the State.

8. **Announcements**

9. **Adjournment**

– The meeting was adjourned at 5:04pm.

The next meeting will be on April 2nd. Please submit agenda items to both Paul (Pablo) Martin and Juli Bartolomei.

Respectfully submitted,
Juli Bartolomei and Josh Alley